



Board of Zoning Appeals

Town of North Hempstead

210 Plandome Road • Manhasset, NY 11030 • 516-869-7667 • 516-869-7812 fax

MOTHER- DAUGHTER RESIDENCE

Information Sheet

(Please Print)

OWNERS: _____

ADDRESS: _____

PHONE: _____

Section:_____ **Block:**_____ **Lot(s):**_____ **Zone:**_____

APPLICANT:_____

PHONE: _____

1. The existing one-family dwelling shall be used as a Mother Daughter Residence with occupancy limited to the following named persons:

<u>NAME</u>	<u>RELATIONSHIP</u>	<u>FLOOR</u>	<u>AGE</u>

[OVER]

FILING REQUIREMENTS FOR MOTHER-DAUGHTER RESIDENCE

- Application to Board of Zoning & Appeals
- Notice of Disapproval issued by the Building Department.
Section 267-a 5(b) of Town Law requires that any application to the Board of Zoning Appeals shall be filed within sixty (60) days of the Notice by the Building Official.
- True and accurate Survey of premises. (4 copies)
- Accurate site plan of premises indicating all off-street parking. (4 copies)
- Accurate current floor plans of the first and second floors of the dwelling. (4 copies)
The submitted drawings shall indicate all room dimensions and the areas of the proposed dwelling units.
- Filing fee of \$200.00. (check made payable to the Town of North Hempstead.)
- Mother Daughter Occupancy information sheet (this form), to include the names, relationship and ages of all occupants of the dwelling.
- Submit Photographs of all occupants of the Mother-Daughter Residence.
- Submit a copy of the most recent recorded Deed to the premises [w/ liber & page].
- Submit copies of all Certificates of Occupancy and Certificates of Completion relating to the subject property.

A Declaration of Restrictive Covenant must be signed by the owners(s) of the premises, if the application is granted. This Declaration will be prepared by the Counsel to the Board. The Declaration shall state that the use of the premises as a mother-daughter residence is limited to the owners(s) of the premises and their immediate family, and that the premises may not be sold as a two-family dwelling.

A Check made payable to the "Nassau County Clerk" to cover the filing fee for recording the Restrictive Covenant with the County of Nassau. The amount of the check should be left blank, with a statement that the check should not exceed fifty (\$50) dollars. In the event the application is denied, this check will be returned to the applicant.

A Consent for Inspection must be signed by the occupants of the premises, if the application is granted, authorizing the Town of North Hempstead to inspect the premises for the purpose of ascertaining whether the premises is being used in compliance with the Mother-Daughter Conditional Use Permit.

Mother-Daughter Residence as defined in the TNH Zoning Code, Section 70-231:

A one-family home or residence altered to include a second kitchen for the sole use by the children or parents of the fee resident owner of said one-family home or residence and for which a conditional use permit shall have been duly approved by the Board of Zoning & Appeals.